

U.S. Embassy
686 Old Bagamoyo Road
Dar Es Salaam, Tanzania

August 8, 2014

REQUEST FOR QUOTATION for **PR3594176 Building Automation Maintenance**

Dear Vendor,

The Embassy of the United States of America invites you to submit your quotation for the services shown below.

Your quotation must be submitted by **1100 hours local time on September 11, 2014**.

The electronic address for submission is darprocurementbid@state.gov.

- On the e-mail's subject line, state that the submission is for **PR3594176 Building Automation Maintenance**
- On your attached proforma, state that the proforma is for **PR3594176 Building Automation Maintenance**

The US Government intends to purchase the lowest priced technically acceptable product or service.

All vendors receiving awards over \$25,000 must be registered in SAM.

We encourage all vendors which may bid either on this solicitation or in the future to start now and complete the SAM registration process. Registration will make the award process move much more smoothly and quickly. The registration process is not difficult, provided all instructions are followed carefully. Please see our Embassy Contract Opportunities web page for details or call us if you have questions

Any questions regarding this Request for Quotation must be directed to the Procurement Section +255-22-229-4138 during office hours.

Sincerely,

The Contracting Officer

U.S. Embassy

PR3594176 Building Automation Maintenance

Bi-Annual maintenance of KMC Building Automation System (BAS)

LOCATION - U.S. Embassy Dar Es Salaam; 686 Old Bagamoyo Road. Tanzania

- **Chancery Building – 110 controllers on the BAS network**
- **USAID – 83 controllers on the BAS network**

Provide KMC certified preventive maintenance for the above mentioned KMC Building Automation System (BAS) – labor plus basic maintenance parts. The Chancery and USAID have their own independent BAS networks.

The award will be made for a 12 month period. There will be two service sessions scheduled during this time. Schedules will be at the discretion of the Embassy Facilities Manager

SCOPE OF WORK – This will include but not be limited to the following points.

1. Verify operation and communication with each controller from the front end for each building
2. Inspect and verify all controllers, actuators and associated components for proper operation.
3. Back up the current database.
4. Verify and if required modify the current program to meet the needs/requirements of the buildings.
5. Upgrade the existing front end software to current release of KMC WinControl XL+. Including configuration tools to the current release as needed
6. Installation of current/updated software plus current database on a spare computer as a stand by unit in case the original computer fails/crashes.
7. Basic training for facility maintenance staff on operation, trouble shooting, PM and replacing devices. Anticipated maximum of 4hrs per visit.
8. Supply of basic spare parts to facilitate the required maintenance and may include appropriate temperature sensors, actuators, VAV controllers, Controllers etc. etc.
9. Detailed site report of each system